Dear Parent / Carer

## Allocation of student lockers - 2023/24

I am writing to let you know of a change we are making to the management of student lockers. This change will be effective from the start of the new academic year.

Under the current scheme, we have been able to guarantee every student in Year 11 access to a key operated locker. The school has purchased, maintained and annually swapped the keys for up to 960 individual lockers.

The expansion of the school over the last 5 years has clearly increased the size of the locker 'fleet' to be managed. It is simply no longer practical to take in (and then reissue) nearly 1300 keys each summer.

From September 2023, the scheme will therefore operate as follows:

- From September, all student lockers will be in corridors. This means that students will be able to access their locker much more easily. It will also enable students to keep the same locker from one year to the next.
- Students will rent the same locker until the end of Year 10. Separate arrangements will be made for Year 11 (see below). Keys will only be taken back in by the school at the end of Year 10 and Year 11. Students will be allowed to surrender a locker early if they no longer use it, and a partial refund will be offered if a key is returned.
- The charge for renting a locker will rise to $£ 10$ per year as the current charge of $£ 5$ has been in place since 2014.
- All incoming Year 7 students in 2023 will be offered a locker. This will be on a 'once only' sQuid offer closing before the summer holiday. As Year 7 are reserving a locker for 4 years, the cost will be $£ 40$.
- Students going into Years 8-10 will be offered lockers on a 'first come, first served' basis. 140 lockers will be put aside for each year group. These locker offers will again close before the summer holiday. The charge for Year 8 will be $£ 30$, For Year 9, £20 and Year 10, £10.
- Students going into Year 11 will be offered access to the 96 red 'sixth form' lockers on a first come, first served basis. As these lockers are secured with a padlock, the $£ 10$ cost will include the cost of a combination lock (theirs to keep at the end of the year).
- Should any lockers still be vacant at the start of September, these will be offered out to all remaining students on a first come, first served basis until demand is exhausted or all lockers have been taken.
- Students eligible for free school meals will continue to be offered a locker free of charge. These parents will receive a separate communication.

If you wish to reserve a locker for your child, payment should be made via sQuid, our online payment system. An edulink message will be sent out when the locker offers go live. The deadline for payment is Monday 17th July 2023.

New keys will only be issued to students who have returned their existing key. Keys will be taken back in during the week commencing 3rd July 2023.

We have been conscious, in considering these changes, the impact this will have on students. The limited space in school corridors is unfortunately restricting the number of lockers that can be made available to students. Many schools have gone down the route of outsourcing this part of their function to an external company, who would take over all locker maintenance and key management. The cost to parents of these schemes is significantly more expensive - upto $£ 40$ per locker per year. We are keen to avoid such a large increase in parental cost.

The scheme outlined above will run on a trial basis for 2023/24, after which we will review its success. Feedback will be welcome from parents on how the new scheme is operating.

Yours sincerely


Karen Williams
Business Manager

